

Minutes of Board of Public Works  
Regular Meeting  
Thursday, April 21, 2022  
6:00 p.m. Council Chambers, City Hall  
With Zoom Access

**Members Present:** Mayor, Jeffrey Caggiano  
Council Member, Jolene Lusitani  
Council Member, Sebastian Panioto  
Commissioner, Michael Dumas  
Commissioner, David Hartley  
Commissioner, Frank Stawski

**Staff Present:** Raymond A. Rogozinski, Director of Public Works

**Absent:** Council Member, Cheryl Thibeault

**Call to Order**

Mayor Caggiano called the meeting to order at 6:00 p.m. There was a recitation of the Pledge of Allegiance.

**11. Unfinished Business**

Motion made by Commissioner Dumas and seconded, to move Item 11A up on the agenda. Motion passed.

A. DOT West End Detour

Jared Hendrickson, of DOT, addressed the Board and provided an overview of the detour plans/timeframes for each stage of the project. Homeowners and business owners in the affected areas have all be contacted. Brett Stoffler, of DOT, also addressed the Board and stated that the traffic signals in the area will be retimed to improve efficiency throughout the duration of the project. The tentative start date is October 24<sup>th</sup>. When possible, work will be performed at night to limit impacts on travelers and businesses.

**12. New Business**

Motion made by Commissioner Dumas and seconded, to move Item 12A up on the agenda. Motion passed.

A. Parking Garage

Tim Tracy, of Desman Associates, addressed the Board and gave an overview of the site plans for the new parking garages on Kelly St/Meadow St and Hope St. The Kelly St/Meadow St Parking Garage will have no impact to the existing Police Garage entrance or any sewer lines. The parking structure will consist of a sloping floor ramping system and will have 2 ½ levels (approximates 150 spaces). Accessible parking will be located at grade and there will be two staircases. There is no update on if the structure will include an elevator. The design phase is anticipated to be 4-5 months and the construction phase is anticipated to last 8-10 months. Public Works has had conversations with Immanuel Lutheran School regarding displaced parking and potentially renting some of their parking spots.

The Hope Street Parking Garage will have the same sloping floor ramps and a larger footprint. There will be approximately 180 spaces and additional levels are possible. The Board discussed several configuration hardships, the possibility of adding an elevator, and automated garages.

## **9. City Hall Renovation Project**

A motion was made by Commissioner Hartley and seconded, to move Item 9A up on the agenda. Motion passed.

### **A. City Hall Update**

The City Hall Renovation project is moving forward. Construction bids are in and as of right now the project is \$1.4 million under budget. All City Hall departments have been moved into their temporary spaces at 150 Main Street or the Court House. The next BPW meeting will be held in the Court House Meeting Room.

Ken Romeo, of Colliers, addressed the Board and stated that budgets are tracking well. The D'Amato Downs kickoff is scheduled for May.

Director Rogozinski informed the Board that Public Works crews will begin cutting down trees next week. Board members were also invited to attend the renovation update meetings.

Mayor Caggiano commented on the excellent moving services provided by Meyers, and stated that he received many positive reviews from City employees.

## **12. New Business**

A motion was made by Council Member Panioto and seconded, to move Item 12E up on the agenda. Motion passed.

### **E. Organic Food Waste Collection**

Representatives from NVCOG addressed the Board and provided an overview of their Food Waste Collection Program. There are currently state grants available to fund a one year pilot program for food waste collection in the city. Property owners (from one city route) would be encouraged to place food/organic waste in separate colored bags in their trash barrel. The food/organic waste bags would be separated at the Transfer Station and brought to a facility in Southington or Wallingford for proper disposal. The pilot program would help the City and NVCOG collect data regarding organic food waste disposal.

Several Board members expressed concerns regarding the unit based pricing (after the first year), animals getting in the barrels, logistics, and long term budget implications. Board members also stated that this is the direction that the State will likely be moving in and it may be better to start the program while grant funding is available.

A motion was made by Council Member Panioto and seconded, to authorize the Mayor or acting Mayor to sign any and all documents associated with CTDEEP's Sustainable Material Management Grant Program to establish a food organic waste pilot program in a section of the City.

In Favor: Mayor Caggiano, Council Member Panioto, Council Member Lusitani, Commissioner Dumas.  
Opposed: Commissioner Stawski, Commissioner Hartley.  
Motion Passed.

### **13. Addendum**

A motion was made by Council Member Panioto and seconded, to add an item to the agenda. Motion passed.

Director Rogozinski updated the Board on the Assisted Living Facility Project at the corner of North St and North Main St. During construction, the project encroached on the City's right of way by an inch. Director Rogozinski proposed that the right of way be reduced by six inches. There will be no impact to the roadway and the sidewalk would go from 7 feet to 6 ½ feet. Attorney Ziogas and Mike Courtney addressed the Board and stated that it was a very tight site to begin with and the encroachment was human error.

A motion was made by Commissioner Hartley and seconded, to recommend approval by the City Council of a revision to the North Main Street right of way boundary line along the eastern property line of the property identified as 483 North Main Street Lot 23 160-164. Said right of way revision shall move the property line of 483 North Main Street Lot 23 160-164 six inches to the east. Approval shall authorize the Mayor and the Department of Public Works to sign any and all documents associated with the North Main Street right of way boundary revision and shall become effective upon the property owner filing a map on city land records. Motion passed.

### **12. New Business**

A motion was made by Commissioner Dumas and it was seconded, to move item 12B up on the agenda.

#### **B. Fleet Maintenance Service List**

Jim Divirgilio, Fleet Manager for Bristol Public Works, addressed the Board and gave an overview of the Fleet Divisions budget and functions since Water Pollution Control went to the Water Department and the PW Fleet division has taken on Police vehicles. There have been substantial budgetary savings due to internal fixes and less outsourcing. Mr. Divirgilio stated that hybrid vehicles are almost always a problem, and there is typically no cost saving after repairs. Critical need was also expressed for a wash bay at the PW garage.

### **1. Board of Public Works Minutes of the Previous Meetings**

#### **A. 03/17/2022 Regular Meeting Minutes Draft**

Motion: made by Commissioner Dumas and seconded, to accept as presented and place on file. Motion passed

#### **B. Special Meeting Minutes**

Motion: made by Commissioner Dumas and seconded, to accept as presented and place on file. Motion passed.

### **2. Employee Recognition**

#### **A. April 2022 work anniversaries were recognized.**

### **3. Concerns & Petitions from the Public**

None.

#### **4. Correspondence**

None.

#### **5. Public Works Division Reports**

- A. The March 2022 Division Head Reports were presented.

Motion: made by Commissioner Hartley and seconded, to accept as presented and place on file.  
Motion passed

#### **6. Public Works Project Schedule**

- A. The April 2022 Project Schedule was presented and discussed.

Motion: made by Commissioner Hartley and seconded, to accept as presented and place on file.  
Motion passed.

#### **7. Building Committee**

- A. The April 2022 Building Committee list was presented and discussed.

Motion: made by Commissioner Stawski and seconded, to accept as presented and place on file.  
Motion passed.

#### **8. Director's Report**

- A. Director Rogozinski provided a report on the Department.

Motion: made by Commissioner Hartley and seconded, to accept as presented and place on file.  
Motion passed

#### **10. Review of Public Works Budgets.**

- A. Director Rogozinski provided an update on the DPW budget.

Motion: made by Council Member Panioto and seconded, to accept as presented and place on file.  
Motion passed.

#### **12. New Business**

- C. Salt Brine

Director Rogozinski informed the Board that Public Works currently uses liquid magnesium on icy roadways and the department is looking for less expensive alternatives to have on hand in the case of emergencies.

Motion: made by Commissioner Dumas and seconded, to authorize the DPW to request Board of Finance approval of an account transfer from DPW Snow Service Contract Services (0013018-544410) to a Salt Brine Equipment account in the amount of \$55,000.

D. Eversource Access Agreements

Director Rogozinski notified the Board of several access requests from Eversource. The requests are located at Clark Ave & Prospect Street (Henry Street) for the purpose of maintaining electrical lines.

Motion: made by Council Member Panioto and seconded, to accept the following recommendation from DPW: The Board of Public Works has reviewed the Eversource request to obtain an access agreement from the City of Bristol for parcels located on Clark Ave Lot 67-31 and Prospect St Lot 30R4-1 (Henry St). Based on the review the Clark Avenue parcel is under the control of the Water Department and is therefore not part of the Board of Public Works review. The Department of Public Works has reviewed the Prospect Street access agreement and recommends City Council approval of the access agreement subject to final review by the City's Corporation counsel Office. Said Prospect St access agreement shall be subject installation of a fence/gate (top/bottom rail) to block access way created by Eversource. Motion passed.

**14. Adjournment**

Motion: made by Commissioner Stawski and seconded, to adjourn. Motion passed.

Meeting adjourned at 8:46 p.m.

This meeting was recorded.

Respectfully submitted,

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Raymond A. Rogozinski, P.E.  
Director of Public Works